

McLean County Commission Proceedings
Tuesday, April 19, 2016

The final regular April meeting of the Board of Commissioners was called to order at 8:30 a.m. by Vice-Chairperson Doug Krebsbach. Present were Commissioners Krebsbach and Barry Suydam. Absent was Commissioner Steve Lee. Also present were Auditor Les Korgel, Deputy Auditor Nancy Leidholm, Mike Matteson, Glenn Schreiner and Nick Schreiner of Garrison, Riverdale Council Member Ken Skuza, Riverdale City Auditor Del Kolke, States Attorney Ladd Erickson, County Assessor Ryan Oberg, Land Use Assistant Cassie Goetz, and Director of Emergency Services (DES) Manager Noelle Kroll.

Moved by Suydam, seconded by Krebsbach, to approve the minutes of the previous meeting as submitted. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

Highway Superintendent Jim Grey joined the meeting with a department update. He reported that County Road (CR) #37 into Roseglen is in bad shape and is considering turning it back into a gravel road in the future as this option is cheaper than an overlay. Grey told the Commission that shoulder work is being done. Suydam informed Grey that he'd received a compliment from a county citizen praising Highway Department employee Keith Ellison on the good job he's doing on CR #5. Grey discussed the broken spray bar on his distributor truck and requested advertising for bids to see what they could get for it. Korgel suggested getting some costs for repairing the spray bar on the truck as well as the cost for a spray bar for a trailer. Krebsbach agreed.

Ron Wagner of Wold Engineering joined the meeting with construction agreements for approval.

Moved by Suydam, seconded by Krebsbach, to approve the Construction Agreement with Aggregate Construction, Inc. for Project CNOC-0028(022), a county road graveling project. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

Moved by Suydam, seconded by Krebsbach, to approve the Construction Agreement with Mayo Construction, Inc. for Project CP-2879(016), a micro surfacing and seal coat project. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

Moved by Suydam, seconded by Krebsbach, to approve the North Dakota Department of Transportation Construction Services Agreement for Federal Aid Project BRO-0028(021), a triple box culvert with Wold Engineering. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

County Assessor Ryan Oberg and Land Use Assistant Cassie Goetz joined the meeting to present recommendations from yesterday's Planning & Zoning Commission meeting.

Moved by Suydam, seconded by Krebsbach, to concur with the Planning & Zoning Commission and approve the request from Shannon Torgerson of Max and Jeff Martinson, representing Pinky's Aggregate, Inc. of New Town, to operate a sand and gravel pit for mining, processing and selling of sand and gravel products for land described as the E½SE¼ of Section 26, Township 150 North, Range 82 West, involving 30 acres. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

Moved by Suydam, seconded by Krebsbach, to concur with the Planning & Zoning Commission and approve the request from Glenn Schreiner of Garrison for a rural subdivision plat for land described as the S½SE¼ of Section 24, Township 148 North, Range 84 West, to be known as Lots 1 – 7, Block 1 and Lots 1 – 8, Block 2, Schreiner Centennial Addition. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

Moved by Suydam, seconded by Krebsbach, to concur with the Planning & Zoning Commission and approve the conditional use permit request from Delmar Rodgers for land described as the SW¼SW¼ of Section 22, Township 145 North, Range 80 West, known as Outlot A, including 7.19 acres, to construct a non-farm structure on agricultural land. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

Sheriff J. R. Kerzmann, Chief Deputy Sheriff/E-911 Coordinator Richard Johnson, and Assistant Jail Administrator Wade Krohmer joined the meeting.

States Attorney Ladd Erickson, County Assessor Ryan Oberg, Riverdale City Auditor Del Kolke, and Riverdale City Council Member Ken Skuza were present to discuss discontinuing the assessing contract between the County and City of Riverdale due to Riverdale's assessing needs possibly exceeding the county's offered level of service. Erickson feels there needs to be a uniformity throughout the county so that all properties are taxed at the same percentage of value and asked the Commission to address the issue. Oberg, Kolke and Skuza agreed that there is a lack of communication between Riverdale residents and the County. Krebsbach directed Oberg to put together a written policy of what the county will offer for assessing. Discussion followed. The Commission made no recommendations due to Commissioner Steve Lee's absence.

DES Manager Noelle Kroll and Chief Deputy Sheriff/E-911 Coordinator Richard Johnson were present. Kroll informed the Commission of the final approval from the State and FEMA regarding the County's Hazardous Mitigation Plan.

Kroll and Johnson requested permission to purchase three radios for the Sheriff's Department utilizing DES Grant funds of \$11,043.00, paying the remainder out of the E-911 Equipment Purchases account as radios were budgeted for this year.

Moved by Suydam, seconded by Krebsbach, to approve the purchase of three Motorola APX3500 VHF mobile radios for the Sheriff's Department in the amount of \$12,154.50, utilizing funds from the FY 2014 Supplemental State Homeland Security Grant Program of \$11,043.00; the remaining amount of \$1,111.50 to come out of the E-911 Equipment Purchases account.

Assistant Jail Administrator Wade Krohmer requested permission to purchase a new commercial gas range for the Law Enforcement Center and presented a quote from Capital City Restaurant Supply, Bismarck, in the amount of \$2,010.00. The existing stove is getting old, burners are going out, and it is expensive to get someone here from Bismarck when repairs are needed. There would also be an additional cost for MDU to tap into the existing gas line. This purchase was cut from the 2016 budget, but Korgel feels we can make it work, though he is concerned about having a gas stove in a kitchen with prisoners helping out.

Moved by Suydam, seconded by Krebsbach, to approve the purchase of the commercial gas range from Capital City Restaurant Supply, Bismarck, in the amount of \$2,010.00 and the additional expense to have MDU tap into the existing gas line. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

Krohmer reported that he terminated Jailer/Dispatcher Kimberly Janz and has demoted Jailer/Dispatcher Sergeant Jeff Turning Heart Jr. to Jailer/Dispatcher.

Korgel presented the 2017 Police Contracts with the cities recommending no changes from the 2016 contracts.

Moved by Suydam, seconded by Krebsbach, to approve the 2017 Police Contracts as submitted. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

Moved by Suydam, seconded by Krebsbach, to approve the Gaming Site Authorization for the American Foundation for Wildlife to conduct bingo and pull tabs at Totten Trail Resort from July 1, 2016 through June 30, 2017. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

Moved by Suydam, seconded by Krebsbach, to approve the raffle permit request from the McLean County Racer's Association for a raffle to be held on August 4, 2016 with a total prize value set at \$4,338.19 with raffle proceeds directed to McLean County Racetrack expenses. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried..

Moved by Suydam, seconded by Krebsbach, to approve the Special Event Permit Application from Hometown Tavern for a wedding dance on June 25, 2016 at Hiddenwood Lake. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

Korgel presented an updated job description for the Disaster Emergency Services Director position, reclassifying the position from exempt to non-exempt due to the fact that the position that Kroll spends the majority of her time in is non-exempt and according to the North Dakota Department of Labor one employee holding two positions cannot be classified as both exempt and non-exempt.

Moved by Suydam, seconded by Krebsbach, to approve the job description for Disaster Emergency Services Director as submitted. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

Moved by Suydam, seconded by Krebsbach, to approve the salary adjustment from \$47,018.83 to \$49,625.00 for Sheriff’s Department employee Justin Cote, retroactive to March 1, 2016, due to his promotion from Patrol Deputy to Patrol Deputy Senior Officer. Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

Discussion took place regarding barrels of oil produced within the county.

Moved by Suydam, seconded by Krebsbach, to approve the following vouchers for payment:

CHECK #	VENDOR	DESCRIPTION	AMOUNT
A129571	ENERBASE COOP RESOURCES	FUEL – WASHBURN, GARRISON	17,536.60
A129572	GARRISON FARMERS UNION OIL CO	LP	177.05
A129573	TURTLE LAKE FARMERS UNION OIL	FUEL	3,542.64
A129574	GARRISON CITY	GARBAGE/WATER	98.61
A129575	JOB SERVICE NORTH DAKOTA	HIGHWAY – QTR ENDING 3/31/2016	776.37
A129576	JOHN DEERE FINANCIAL	PARTS, OIL	2,927.13
A129577	MASTER FIRE & SAFETY	FIRE EXTINGUISHERS	1,156.65
A129578	MCLEAN ELECTRIC COOPERATIVE	ROSEGLEN, UNDERWOOD & GARRISON SHOPS	653.00
A129579	MDU	WASHBURN, TURTLE LAKE, MAX & GARRISON SHOPS	383.92
A129580	MILLENNIUM EXPRESS	DELIVERY CHARGES	12.98
A129581	NAPA AUTO PARTS-GARRISON	PARTS, GARRISON SHOP SUPPLIES	818.45
A129582	NDLTAP - UGPTI	EXCAVATING & AWARENESS TRAINING	125.00
A129583	RESERVATION TELEPHONE COOP	TELEPHONE	99.90
A129584	UNDERWOOD FARM SUPPLY	PARTS	74.85
A129585	VERIZON WIRELESS	HIGHWAY DEPT CELL SERVICE	174.31
A129587	AMERICAN TRUST CENTER	QTRLY FEES – ERICKSON, KORGEL, LEE	1,377.76
A129588	CARROT-TOP INDUSTRIES, INC.	4 X 6 FLAG	33.50
A129589	CHARM-TEX, INC.	INMATE PANTS, PRISONER PERSONAL HYGIENE – SHERIFF	423.82
A129590	CRAIG MEDICAL DISTRIBUTION	PROSCREEN 6 PANEL DRUG TESTS – SHERIFF	146.10
A129591	D&L AUTOMOTIVE	OIL CHANGE, TIRE REPAIRS, HEADLIGHT – SHERIFF	141.52
A129592	DACOTAH PAPER COMPANY	PAPER TOWELS, TOILET PAPER, GARBAGE BAGS, LENNEX, DIAL SOAP, STRIPPING PADS, PAPER PLATES, CLEANERS, WIPES, PENCILS, GLOVES, DETERGENT, DISH SOAP, PART FOR CARPET CLEANER	1,456.14
A129593	DAYS INN & SUITES/AIRPORT DOME	TRAINING – JUSTIN KROHMER	160.20
A129594	MICHELLE EFFERTZ	REIMBURSE FOR SPRING 4-H TRAINING REGISTRATION FEE, TRAVEL	81.28
A129595	ELECTRONIC COMMUNICATIONS	ONSITE LABOR – RADIOS, QS ANTENNAS	723.00
A129596	GARRISON FARMERS UNION OIL CO	GASOLINE, OIL CAHNGES – SHERIFF	1,216.07
A129597	LORI A FOSS	TRAVEL – HR CONFERENCE	44.82
A129598	GALLS	BATTERIES FOR MAGLIGHT – SHERIFF	93.00
A129599	GARRISON VETERINARY SERVICE	K-9 DOG FOOD – SHERIFF	93.25
A129600	SHERRY GREY	CC530A BLACK INK CARTRIDGE	120.00
A129601	GRIMSLEYS EXHAUST & FUELS	GASOLINE – SHERIFF	588.08
A129602	JAN HANSON	MILEAGE/MEALS FOR SS CONFERENCE	73.71
A129603	HATZY’S REPAIR	OIL CHANGE – SHERIFF	47.95
A129604	HIWAY 83 EXPRESS	GASOLINE – SHERIFF	108.26
A129605	INFORMATION TECHNOLOGY DEPT	T-1 LINE ACCESS, VPN, ACTIVE USER FEES, EXCHANGE EMAIL ACCOUNTS; USER FEES – NET MOTION – SHERIFF;	1,209.00
A129606	JAVA ROSE FLORAL & CAPPUCCINO	FLORAL ARRANGEMENT – PHIL SCHULZ	54.00
A129607	RICHARD JOHNSON	CELL PHONE REIMBURSEMENT	60.00
A129608	KRAUSE’S MARKET	INMATE MEALS – SHERIFF	7,890.07
A129609	NOELLE KROLL	MILEAGE/REIMBURSE FOR ROOM	185.40
A129610	JUSTIN KROHMER	MEALS	87.50
A129611	KYLE’S KATERING	ROLLS, COFFEE FOR PESTICIDE TRAINING – COUNTY AGENT	116.30
A129612	LAW ENFORCEMENT SYSTEMS, INC	STICKERS, RECEIPTS, TICKET BOOKS – SHERIFF	513.00
A129613	LEXISNEXIS MATTHEW BENDER	(4) ND COURT RULES 2016-2017 EDITION – AUDITOR, RECORDER, STATES ATTORNEY, SHERIFF	232.38
A129614	WALTER M LIPP	COURT APPOINTED COUNSEL	150.00
A129615	L-TRON CORPORATION	SCANNER KIT, CLIP HANGER, USB CABLE – SHERIFF	339.00
A129616	MARK’S PLUMBING PARTS	LEONARD 270 THERMOSTATIC MIXING	347.11
A129617	MAX FARM SERVICES	GASOLINE – SHERIFF	116.95
A129618	MCLEAN ELECTRIC COOPERATIVE	SECURITY LIGHTS – COURTHOUSE/PARK; PARK BOARD, SPORTSMEN CENTENNIAL PARK, CIVIL DEFENSE, CAMPER PADS, CENTENNIAL PARK CAMPGROUND METER	694.00
A129619	MCLEAN COUNTY AUDITOR	MARCH POSTAGE – COUNTY AGENT	55.19
A129620	MDU	GAS – LAW ENFORCEMENT CENTER, COURTHOUSE	572.00
A129621	MIDCONTINENT CABLE CO	LAW ENFORCEMENT CENTER CABLE	68.71
A129622	ND ASSOCIATION OF COUNTIES	ILG WEBINAR – KNUTSON	70.00
A129623	ND RECORDERS ASSOC.	2016 CONFERENCE REG – KNUTSON	100.00
A129624	NORTH DAKOTA ENVELOPE CO	DEPARTMENTAL ENVELOPES	824.00
A129625	ND SUPREME COURT	E-FILING SURCHARGE FEE – STATES ATTORNEY	25.00
A129626	ND YOUTH CORRECTIONAL CTR	DETENTION CARE – JUVENILE COURT – McLEAN COUNTY YOUTH	1,139.92
A129627	NORTHERN PLAINS EQUIPMENT	OIL CHANGE – SHERIFF	64.65
A129628	OFFICE DEPOT	GRAY COPY PAPER, DYMO LABELS – PRIMARY ELECTION; HP TONERS;	1,306.72

		STRAIGHT CUT END TAB FOLERS, AVERY LABELS, ROLODEX	
A129629	PHARMCHEM INC.	SWEAT PATCH ANALYSIS – SHERIFF	200.00
A129630	RICHARD HULTBERG	APRIL PLANNING & ZONING TRAVEL	41.04
A129631	DONALD FLINN	APRIL PLANNING & ZONING TRAVEL	10.80
A129632	VERNON OSTBY	APRIL PLANNING & ZONING TRAVEL	39.96
A129633	DARWIN SAARI	APRIL PLANNING & ZONING TRAVEL	27.00
A129634	ROGER BRITTON	APRIL PLANNING & ZONING TRAVEL	13.50
A129635	RAMADA BISMARCK HOTEL	SPRING SUPPORT STAFF CONFERENCE – COUNTY AGENT	160.20
A129636	RESERVATION TELEPHONE COOP	911 TRUNKING, GARRISON DEPUTIES, PARK	192.07
A129637	SIX, ANNA	REIMBURSE FOR SOCKS – SHERIFF	8.04
A129638	SLEEP INN & SUITES	SWANSON/NIELSEN – TRAINING – SHERIFF	160.20
A129639	SRT COMMUNICATIONS, INC	LINE RECORD/TRANSPORT PER MILE/ TRUNKING – E-911	698.28
A129640	TASER INTERNATIONAL	TASERS, BATTERIES, CARTRIDGES, HOLSTERS	6,989.37
A129641	THIRD WATCH COMMUNICATIONS	LIGHT BAR, STAKEDOWN & ALLEY – LIGHTS - SHERIFF	7,210.00
A129642	UNDERWOOD CLINIC PC	PRISONER MEDICAL	1,560.00
A129643	UNIFORM CENTER	BODY ARMOR, 7 X 9 PLATE, CARRIER – SHERIFF	2,315.17
A129644	US POSTMASTER	PO BOX FEE – PARK	114.00
A129645	WEST RIVER TELECOM	911 TRUNKING RECURRING – E-911; MONTHLY SERVICE CHARGES	3,962.48
A129646	WEX BANK	OFFICE SUPPLIES, GASOLINE – SHERIFF	3,362.05
A129647	SUNDRE SAND & GRAVEL	CNOB-2800(051) SURGE FUNDING GRAVELLING	523,128.59
A129648	WOLD ENGINEERING P.C.	PROJECT B-15-11 CNOB-2800(051)	141,082.65

Roll Call Vote: Aye: Krebsbach and Suydam. Nay: None. Absent and not voting: Lee. Motion carried.

There being no further business, the chairperson declared the meeting adjourned at 10:10 a.m. until the next regularly scheduled meeting on Tuesday, May 3. The commission minutes and agenda can be found on the county website at <http://www.visitmcleancounty.com/officals/meetings.html>.

Doug Krebsbach, Vice-Chairperson

Nancy Leidholm, Deputy Auditor